

## Bracknell Conservation Volunteers (BCV) Constitution

1. The group shall be called Bracknell Conservation Volunteers (often referred to as BCV)
2. The aims of the group are:
  - a. To promote practical conservation through volunteers for the benefit of the natural environment and the people of Bracknell Forest area
  - b. To educate the volunteers in the principles and practice of conservation
3. To fulfil these aims:
  - a. The group will undertake practical conservation work
  - b. Other activities, in furtherance of the aims or for the benefit of the group, shall also be undertaken from time to time as the members see fit
  - c. Money shall be raised when necessary for carrying out the aims of the group
4. The area served is principally Bracknell Forest area, but projects and activities may undertaken elsewhere as is seen fit by members
5. The group shall apply for affiliation to BTCV (formerly British Trust for Conservation Volunteers) and shall observe the conditions of affiliation
6. Membership shall be open to anyone interested in taking part in the work of the group, both practical and administrative
7. The group shall hold regular quarterly meetings to discuss its policy and administration. All members shall be entitled to attend and these meetings will be fully publicised, especially on the group's projects.
8. Such officers as are required to conduct the administration of the group shall be appointed at the AGM. These will include a chairman and a treasurer. The appointed officers shall be in charge of the day-to-day running of the group, but shall be answerable to meetings of members.
9. There will be no annual subscription for membership of the group.
10. Bank account(s) in the name of Bracknell Conservation Volunteers (BCV) will be maintained by the Treasurer. Cheques require 2 signatures from pool of 4 on mandate (Treasurer, Chairman and 2 others). If banking goes "on-line" Treasurer to ensure there is still two approvals before payment. Accounts shall be held by the Treasurer, submitted to an independent inspection and approved at a member's annual meeting.
11. The group shall maintain insurance (£10million) for volunteers on its projects, for injuries to third persons, damage to property and theft of assets.
12. If the group shall, by general consent of its members, cease to exist, all assets shall pass to Bracknell Forest Borough Council for distribution amongst constituted groups with similar aims and objectives.
13. This constitution shall only be altered by consent of a majority of the members of the group present at a published meeting.